

**NOTICE OF CORRECTION
TO THE
CITY AND COUNTY OF HONOLULU
NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES**

The following changes noted below is hereby made and incorporated as part of the Annual Notice to Providers of Professional Services published on June 25, 2009.

For the Department of Design and Construction, delete entire section and replace in lieu thereof with the following (corrections indicated in red):

"FOR THE DEPARTMENT OF DESIGN AND CONSTRUCTION (DDC)

(* indicates State of Hawaii License requirement):

1. **ADA COMPLIANCE** (compliance with regulatory requirements of the American with Disabilities Act, site survey and assessments, technical assistance, etc.).
2. **APPRAISAL** (real property).
3. **ARBORIST** (investigations, consultations, surveys, etc.).
4. **ARCHAEOLOGY** (investigations, mitigation plans, monitoring, etc.).
5. **ARCHITECTURAL PLANNING AND DESIGN*** (master plans, offices, corporation yards, comfort stations, community centers, residential/group home/shelter, fire/police stations, laboratory facilities, operations center, passive/active parks, recreational facilities, golf courses, zoo facilities, maintenance facilities, ADA improvements, LEED certified structures, etc.)
6. **CONSTRUCTION MANAGEMENT***
 - a. Civil (sidewalks, parking lots, curb ramps, play courts, site improvements, drainage improvements, storm water quality improvements, sewer lines, flood control, bikeways, bus bays/pads, roadways, curb ramps, traffic improvements, bridges, retaining walls, highway structure improvements, road improvements, road assessment and rehabilitation, guardrail improvements, bus stop site improvements, CIPP lining, micro tunneling, golf courses, zoo facilities, etc.).
 - b. Architectural (buildings, offices, corporation yards, comfort stations, community centers, fire/police stations, park/recreational facilities, bus stops, lifeguard towers, etc.).
 - c. Mechanical/Electrical (street lighting, park indoor and outdoor lighting, facilities power/lighting, traffic signal technology, fire alarm systems, air conditioning, elevators, pumps, facilities systems, plumbing, fire protection, fuel storage tanks, etc.).
 - d. Sanitary- Sewer systems (waste collection systems, wastewater facilities, force mains)
 - e. Sanitary- Waste collection and disposal (solid waste facilities, effluent/ biosolids reuse, landfills, landfill closure, etc.).
 - f. Special Inspection – Deep foundation and/or shallow foundation.
7. **ENERGY SERVICES (MECHANICAL/ELECTRICAL ENGINEERING or ARCHITECTURAL)***
 - a. Building Facilities (energy audits and studies, performance contracting, workshops, commissioning and retro-commissioning, etc.)
 - b. LEED commissioning
8. **ENGINEERING PLANNING AND DESIGN***
 - a. Bridge Engineer – Bridge inspection (Must meet FHWA qualification, to include under water inspection and load rating)
 - b. Bridge Engineer – Bridge design rehabilitation, seismic upgrade, scour repair
 - c. Civil - Bus stop site improvements
 - d. Civil - Coastal Engineering (sediment transport, shoreline protection, beach erosion studies, etc.).
 - e. Civil - Curb Ramps
 - f. Civil - General (Site improvements, parking, fuel stations, vehicle washing facilities, etc.)
 - g. Civil - Guardrail Improvements
 - h. Civil - Hydraulics (drainage improvements, sewer lines, pipe assessment and rehabilitation, flood control, outfall improvements etc.)

- i. Civil - Sidewalk Improvements
 - j. Civil – Storm water quality improvements, best management practices, training services for storm water quality programs, vehicle wash facilities, including wash facilities for refuse trucks.
 - k. Civil - Transportation (traffic studies, intersection improvements, bikeways and bike paths, traffic control measures, bus bays and pads, bus stops, etc.).
 - l. Electrical (street lighting, park indoor and outdoor lighting, facilities power/lighting, traffic signal technology, fire alarm systems, back-up power systems, wastewater plant controls and automation, SCADA, renewable energy projects, etc.).
 - m. Environmental (air quality studies; water quality studies; water quality modeling; oceanography, ocean studies including temperature, currents, dilution, etc.; energy, energy audits and conservation, NPDES permitting; manuals, guidelines and plans; water quality sampling and testing; waste load allocation, etc.).
 - n. Geotechnical (Deep and/or shallow foundations, earth movement, slope stability analysis, slide potential, hazard mitigation, etc.).
 - o. Mechanical (air conditioning, elevators, pumps, facilities systems, plumbing, fire protection, fuel storage tanks, etc.).
 - p. Mitigation – Earth slide (Must also have geotechnical engineering)
 - q. Mitigation – Rock slide (Must also have geotechnical and geologist)
 - r. Roadway (new roads, road widening, etc.).
 - s. Sanitary – Wastewater Systems (treatment facilities, pilot and demonstration studies, pre-treatment studies, facility planning, pump stations, forcemains, condition assessments, etc.).
 - t. Sanitary – Waste Collection & Disposal (effluent/biosolids reuse, solid waste facilities, master planning and design; sanitary landfills site selection studies, design, monitoring, and closure; landfill gas control and energy recovery; solid waste energy recovery; solid waste material recovery and recycling; closed landfill closure testing, monitoring and reporting, etc.).
 - u. Street Rehabilitation/ Reconstruction
 - v. Structural (Structures, revetments, foundations/barriers, pole structures, utility structures, recreational facilities, play courts, rigid pavement, piers, local barriers, special inspection, forensics, etc.).
 - w. Transportation planning (environmental studies and documentation, etc.)
9. **ENVIRONMENTAL SERVICES**
- a. **Hazardous Materials Investigation, Testing and Abatement, Facility closure and clean-up** (dust, mold, heavy metals, asbestos, contaminated soil mitigation, etc)
 - b. **Environmental Planning** (such as Phase 1 and 2 site assessment)
10. **THIS ITEM HAS BEEN DELETED.**
11. **LAND SURVEYING*** (topographic, boundary, parcel maps, shoreline certifications, etc.).
12. **LANDSCAPE ARCHITECTURE*** (master plans, landscape/hardscape plans, irrigation, etc.).
13. **ACCOUNTING AND BUDGET** (financial planning and evaluation for utilities, including service charge evaluations, revenue planning and evaluations; organizational and workforce development).
14. **PLANNING**
- a. Environmental documents, land use permit processing
 - b. Community plans, master plans, site assessment and selection, feasibility studies and analysis, land use and urban design plans
 - c. Transit-oriented development neighborhood plans
 - d. Bus route structuring, master grading plan, master utility plans, fire protection, etc.
15. **GENERAL ENGINEERING*** - Program Management (develop, plan, and manage comprehensive capital improvement program for large infrastructure systems [including wastewater collection and treatment facilities, and storm water facilities], long-range planning for municipal facilities [including wastewater facilities and storm water facilities], project cost estimating and financial planning, project tracking, project scheduling, process development, etc.).
16. **GENERAL ENGINEERING*** - Project Management (project oversight, contracting, administrative processing, public meetings, services during bidding and construction, etc.).

17. **PUBLIC EDUCATION AND OUTREACH SUPPORT** (public education program and outreach services, and education services for various technical and general City issues)
18. **THIS ITEM HAS BEEN DELETED.**

GENERAL INFORMATION

Consultants shall express their interest providing services in the various category(ies) in the manner specified under SUBMITTAL REQUIREMENTS.

The selection criteria to be employed, in descending order of importance, are 1) experience and professional qualifications relevant to the project type, 2) past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies, 3) capacity to accomplish the work in the required time, and, when deemed relevant, 4) familiarity with the specific facility/project site and/or prior related projects, or other criteria determined to be relevant or necessary.

Note that services for projects that involve certain types of federal funds are required to be advertised on a project specific basis. Consequently, in the event that this need should arise, a separate notice for services will be published which must be responded to separately, and in the manner specified in the advertisement.

SUBMITTAL REQUIREMENTS

All materials submitted which have not been clearly designated as proprietary, shall become the property of the City and subject to public inspection and may be returned only at the City's discretion.

Submittals should be on a compact disc (preferably 1 CD per consultant); in Portable Document Format (PDF) and should be **no larger than 3MB per service category**. Your submittal should include the following:

1. Modified Standard Form 330 (r6/06) for each service category. Copies of the form may be downloaded from the City web site at www.honolulu.gov/pur or picked up from the Department of Design and Construction at 650 South King Street, 11th Floor, Honolulu, Hawaii 96813. Telephone (808) 768-8441.

Any supplemental information you wish to include related to each project of interest should be incorporated into the submittal. Promotional materials or descriptive literature are not necessary though will be accepted.

If preferred, one submittal may be submitted for multiple categories, however the submittal cannot exceed the 3MB maximum.

2. Completed 2010 Service Category Checklist (one checklist per consultant) indicating the Service Categories for which you wish to be considered. Confirmation of the service categories you have been determined to be interested in and qualified for will be mailed back to you within 2 weeks after the deadline or receipt of your submittal, whichever is later.
3. Transmittal Letter dated and signed by an authorized representative of the firm.

Submittals (1 compact disc and 1 hardcopy) should be mailed or delivered to:

Mr. Craig Nishimura, P.E., Director
Department of Design and Construction
650 South King Street, 11th Floor
Honolulu, Hawaii 96813

Requests to Re-Use last year's Statement of Qualifications will be accepted for Fiscal Year 2009-2010.

Such requests shall be made by completing and submitting the resubmittal form letter provided on the City website, and is to be accompanied by a completed FY 2010 Category Checklist. **Note that requests to re-use will only be accepted if consultant submitted an actual Statement of Qualifications last year. A consultant may not request to re-use two years in a row.**

DEADLINE

No later than **4:30 p.m., July 30, 2009** to receive full consideration for upcoming selections.

INTERNET ACCESS

This foregoing information is also available at **www.honolulu.gov/pur**.

Any inquiries regarding the above should be directed to Marcus Rivera at (808) 768-8441."

Michael F. Hin

For RIX MAURER III
Director of Budget and Fiscal Services
By order of MUFI HANNEMANN, MAYOR
City and County of Honolulu *M. F. Hin*

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